

MAR 1952

CLASSIFICATION ~~RESTRICTED~~
SECURITY INFORMATION
CENTRAL INTELLIGENCE AGENCY
INFORMATION FROM
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REPORT N

CD NO.

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COUNTRY Czechoslovakia
SUBJECT Economic; Political - Organization
HOW PUBLISHED Photostat of book
WHERE PUBLISHED Not indicated; probably Prague
DATE PUBLISHED Not indicated; probably early 1949
LANGUAGE Czech

DATE OF INFORMATION Probably
1947 - 1948

DATE DIST⁴ Mar 1953

NO. OF PAGES 29

SUPPLEMENT TO
REPORT NO.

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SOURCE Organisace Ceskoslovenskeho Statniho Zrizeni.

ORGANIZATION OF THE CZECHOSLOVAK GOVERNMENT:
MINISTRY OF INTERNAL TRADE

The following is the organization of the Ministry of Internal Trade and sub-
ordinate units.

MINISTRY OF INTERNAL TRADE IN PRAGUE

Minister

Frantisek Krajcir.

Cabinet of the Minister

Chief: Dr Vladimir Sedlak

Personal Secretary: Gustav Bock.

Functions: Personnel matters concerning the minister; matters concerning
the functions of a member of the government, and of parliamentary committees and
Parliament itself; interpellations and interventions; supervision of the con-
struction program; Slovak affairs of a basic nature.

Presidium

Chief: Dr Robert Madr.

Deputy: Ladislav Lisec.

Section P/1 - Budget

Chief: Zdenek Dolansky.

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Functions: General matters of the state budget; working out and compiling the ministry's budget; supervising the management of budgetary funds; cooperation in financial measures; maintaining liaison with the Supreme Accounting Office and the Ministry of Finance; handing down opinions in financial and budgetary matters; cooperating with the Commission for Industry and Trade in setting up the Slovak budget; travel expenses, moving expenses, separation pay, remuneration for temporarily assigned employees, and compensation for such things as daily travel expenses, etc.

Section P/2 - Economic Matters

Chief: Ladislav Lisec.

Functions: All matters connected with official visits or public statements; representing the ministry at congresses, conventions, or conferences, and all honorary duties of the minister or of the ministry; all economic matters; the administration of buildings, housing, and equipment for the ministry; procurement of all office supplies; uniforms; leases and service apartments for officials, including the official home of the minister; limousines, drivers, and travel orders; keeping a check on all trips undertaken; cash allowances for employees' lunches; supervision of the economic administration of the ministry.

Section P/3 - Organization

Chief: Dr Mirko Soucek.

Functions: General administrative matters, general organizational questions, internal organization of the ministry; settling jurisdictional disputes between various departments of the ministry; local administration of small business; chambers of business and commerce; supervising the Central Federation of Commerce and other organizations; cooperation in the nomination of commercial counselors, lay judges, and legal experts; carrying out governmental control of commercial companies and others subordinate to the ministry; nominating representatives of the ministry to commissions, boards, economic cooperatives, institutions, etc., and nominating liaison officials in conjunction with other offices; granting honorary diplomas, as well as other forms of recognition to deserving tradesmen and commercial employees; participating in legislative work in matters connected with the organization of public administration and self-government of economic enterprises; classification of official jobs; supervision of all work undertaken; office hours and visits; office procedure and official proceedings of the ministry; cultural welfare of employees of the ministry; language courses; apartments in state housing projects; matters concerning the employee council and the operational committees of the ministry; work brigades; recommendations for the issuance of passports; all matters that do not fall under the jurisdiction of any other branch or section of the ministry.

Section P/4 - Personnel

Chief: Dr Emanuel Cuda.

Functions: Personnel matters concerning employees of the ministry; salaries and transfers of employees from other agencies; disposition of all employees of the ministry; disciplinary proceedings; qualifications; financial aid to employees of the ministry; all matters of a secret or confidential nature; cooperation in proceedings designed to systematize official positions and apply norms to them; supervision of the presidium office and management of auxiliary offices.

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Section P/5 - Legislative Affairs

Chief: Dr Gejza Pavlik.

Function: Checking legality of proposed laws, governmental decrees, and announcements of the ministry; processing of all proposals made by central offices or by members of the National Assembly, in matters of legislation; cooperation in the work on international legal questions within the jurisdiction of the ministry; checking all legislative and judicial acts and decisions, as well as legal literature; checking activity of the government and communicating its decisions to the appropriate departments and sections; legislative archives.

Section P/6 - Information and Press

Chief: Position vacant.

Functions: Propaganda and information activities; liaison with the press, radio, and the motion-picture industry, collecting, organizing, and supplying news for the press and radio concerning the work of the ministry; supervising the library and the reading room; procurement and distribution of official newspapers.

Library and Reading Room

Librarian: Miroslav Safarik.

Ministry Accounting Office

Chief: Frantisek Stula.

Presidium Office

Chief: Josef Petr.

Economic Administration

Chief: Jaroslav Kohoutek.

Administration of Office Services

Chief: Antonin Plicka.

Department I - Legal Department for Small Business

Chief: Frantisek Wunsch.

1st Deputy: Dr Viktor Fiker, for sections I/1 and I/4.

2d Deputy: Dr Leopold Heyrovsky, for sections I/3 to I/5.

Section I/1

Chief: Dr Eduard Sochor.

Functions: Settlement of general legal questions connected with small-business law and its interpretation (with the exception of Part VII of the Small-Business Regulations); preparation and processing of suggestions concerning proposed legislation submitted by autonomous economic organizations; the preparation of legislative bills, governmental decrees and regulations, and announcements by the ministry in all matters of small-business law; small-business records (small-business land register).

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Section I/2

Chief: Dr Viktor Fiker.

Functions: Commercial trades, agencies, traveling salesmen, and door-to-door trades.

Section I/3

Chief: Dr Leopold Heyrovsky.

Functions: Licensed trades; transportation; radio licenses; licenses to operate public warehouses.

Section I/4

Chief: Jan Stoklasa.

Functions: Economic and tax advisers, auditors, and enterprise organizers; supervision of their work; management of enterprises, including their accounts, calculations, budget, etc.; carrying out provisions of governmental decrees concerning dividends and general profits; inspection of stock companies and those with limited liability, to be performed with the help of Section II/4 of the ministry.

Section I/5

Chief: Engr Albert Urban.

Functions: Questions connected with general problems of business improvement and its organization (autonomous state institutions for business improvement); the study of technical conditions in business enterprises; specialized promotion services; assistance in technical education; educational and economic aid to small business and young people in small business; legal, organizational, and administrative matters concerning apprentices; establishing examinations for the title of master; supervision of chambers of commerce and small business in matters concerning apprentices; supplying expert economic advice to other departments of the ministry; publicity for small business (by means of expositions, contests, trade publications, broadcasts, and movies).

Department II - Corporation Business Law, Protection of Commercial Proprietary Rights

Chief: Dr Celestyn Cermak.

1st Deputy: Dr Miroslav Karasek, for sections II/1 to II/4.

2nd Deputy: Dr Premysl Cermak, for sections II/5 to II/7.

Section II/1

Chief: Dr Otakar Kraus.

Functions: Cooperative matters, matters dealing with all or many branches of cooperative organizations; central councils of cooperatives; settling disputes concerning membership of cooperatives in specialized cooperative federations; preparation of cooperative norm regulations and memoranda; studying and publicizing the cooperative movement and following foreign cooperative movements; matters concerning new or mixed-type cooperatives.

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Section II/2

Chief: Dr Miroslav Karasek.

Functions: Consumer cooperatives; establishment of new consumer cooperatives or sales outlets; merging of consumer cooperatives and transfer of their establishments; reactivation of consumer cooperatives and their sales outlets which were closed during the German occupation; participation in decisions on assigning confiscated property to consumer cooperatives, and providing loans to consumer cooperatives; supervision of the Federation of Consumer Cooperatives; cooperating with Department I in assigning licenses to consumer cooperatives.

Section II/3

Chief: Jan Zednicek.

Functions: Trade cooperatives; setting up on new commercial cooperatives or sales outlets; mergers of commercial cooperatives and the transfer of their establishments; reactivation of commercial cooperatives and their sales outlets which were closed during the German occupation; participation in decisions assigning confiscated property to commercial cooperatives, and providing loans and guarantees to them; supervision of the Federation of General Cooperatives; cooperation with Department I in assigning licenses to commercial cooperatives.

Section II/4

Chief: Dr Stanislav Jandourek.

Functions: Commercial law associations; temporary and final authorizations to establish joint-stock companies; approval of the charters of joint-stock companies as well as changes in them, such as increasing or diminishing the number of shares or the capital involved; merging of joint-stock companies, or the admittance into such mergers of foreign companies carrying on commercial activities on Czechoslovak territory; granting permission for the incorporation of limited companies into the commercial register, and increases in their basic capital; permitting other changes in partnership deeds, such as changes in the object of undertaking of firms or companies, lowering their share capital, and other changes which fall under the jurisdiction of the ministry.

Section II/5

Chief: Dr Premysl Cermak.

Functions: Protection of commercial proprietary rights; preparation of legal norms in matters of commercial proprietary rights, protection against unfair competition, protection of firms and their names; protection against substitute products, cooperating with the appropriate authorities in cases concerning patent law or author's or publisher's copyrights, decisions in disputes concerning trade marks.

Section II/6

Chief: Dr Emanuel Volek

Functions: National trade-marks, supervision of proceedings in trade-mark matters in local chambers of commerce and small business, central register of all national trade-marks, control of all fees for protective trade marks; issuing warnings according to the Trade-Mark Law, publishing the Ustredni vestnik ochrannych znamok (Central Bulletin of Protective Trade Marks)

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Section II/7

Chief: Dr Jaroslav Kinsky.

Functions: International trade-marks and patented models; a central register of all international trade-marks and patented models; liaison with the International Office for the Protection of Commercial Property in Bern and with registration offices in foreign countries; records of foreign legal regulations about commercial property and information on this subject; preparation for discussing and ratifying international commercial agreements on proprietary rights.

Department III - Planning and Research

Chief: Dr Karel Malecek.

Deputy: Engr Ludvik Spirk.

Section III/1

Chief: Alfred Killian.

Functions: General questions concerning the national economy; planning over-all distribution policies; following the world economy; study of long-term planning abroad, with special emphasis on conditions and type of economy prevalent; controlling the preparation and execution of the Five-Year Plan insofar as it concerns the ministry; planning the work of the department and its coordination; coordination of planning and study activities; Institute for Internal Trade; matters of jurisdiction; statistics with respect to internal trade; tracing current development of the distribution network and conditions within enterprises themselves, and the planning of structural changes.

Section III/2

Chief: Dr Karel Malecek.

Functions: Proposing the budget (in cooperation with appropriate sections of the ministry); coordinating consumption needs with production capacity and the requirements of foreign trade; providing detailed plans for sales; tracing quantitative and qualitative changes occurring in distribution; controlling the fulfillment of the budget, as well as analysis and evaluation of actual consumption.

Section III/3

Chief: Engr Jan Salak.

Functions: Planning construction and nonconstruction investments; liaison with the Construction and Investment Commission of the Central Planning Commission and with the Ministry of Technology, functions dealing with construction, insofar as they come under the jurisdiction of the ministry (such as confirming the necessity for certain buildings, granting exemptions from laws forbidding construction, etc.); research, counsel, and cooperation in questions of construction technology and the arts.

Section III/4

Chief: Engr Ludvik Spirk.

Functions: Research, testing, and evaluation of products submitted, as well as making such self initiated tests and evaluations; checking information on the origin of products, to prevent unfair competition in respect to the

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material composition of the product; research on the causes of spoilage, and all factors affecting changes in quality, as well as a study of changes occurring during the distribution process; packing; directions, issued with the products, for their proper use; laboratory procedures; maintaining records on groups and types of products; records of producers, dealers, and distributors; records of experimental regulations and expert opinions; records of samples and their characteristics; correspondence concerning the above; information concerning the products.

Section III/5

Chief: Engr Ludvik Spirk.

Functions: Collection of raw materials and animal by-products, as well as used goods (such as metals, textiles, paper, bones, horn, glass, skins, and leather), and the assuring of their economic use; control, publicity, training, and research in collecting.

Department IV - Economic and Political

Chief: Bohumil Halenck.

Deputy: Dr Vladimir Korec.

Section IV/1

Chief: Dr Josef Olmr.

Functions: General small-business economic policies, including taxation, fees, and credit; salary, income, wage, and working conditions; questions of a monetary, foreign-currency, or tax nature; price problems; cooperation in matters concerning national insurance; national competitions; adjustments in commercial conditions, particularly between consumer and distributor.

Section IV/2

Chief: Josef Raba.

Functions: Organizing distribution of industrial and artisan products, and distribution policy in these fields; preparing legislative and administrative proceedings to facilitate distribution in these fields; illegal trade; cooperation in liquidating UNRRA as well as British and US military surpluses; cooperation with Department VII in setting up basic distribution policies.

Section IV/3

Chief: Dr Vladimir Piskacek.

Functions: Distribution policy for agriculture and food (with the cooperation of the Ministry of Agriculture, the Ministry of Food, and the Ministry of Foreign Trade), preparing legislative and administrative measures to simplify distribution in this sphere; setting up businesses on a commission-agent or installment basis, as well as export and import enterprises, cooperating in negotiating trade agreements and in customs matters; fairs, markets, stock exchanges, and auctions; public warehouse facilities; cooperation in questions connected with righting wrongs caused by war and by German occupation, cooperation in preparations for peace conferences and their conduct.

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Section IV/4

Chief: Cenek Lelek.

Functions: Setting up contractual proceedings and arranging general contract conditions, so far as public partnership and corporations are concerned, public contracts of all types, proceedings, and procurement; concentration on contracts for textiles and leather, as well as for the press, and distribution to the public; obtaining deliveries of various products on request.

Section IV/5

Chief: Dr Vladimir Korec.

Functions: Local and international transfers of goods, from the transportation point of view; cooperation in solving transportation problems (commercial transportation, road and water traffic, warehousing and transfer companies, as well as auxiliary transfer companies); cooperation with the Ministry of Transportation in tariff and transport matters and with the Ministry of Posts in matters of postal procedure and payments.

Department V - Nationalized Enterprises

Chief: Dr Karel Cvachovec.

Deputy: Ladislav Nespor.

Section V/1

Chief: Ladislav Nespor.

Functions: All matters affecting national administration, property, and rights of enterprises under the jurisdiction of the Ministry of Internal Trade, with the exception of hotels, inns, and other lodging enterprises; giving administrative and normative suggestions in this field; setting up national administrations in companies of nation-wide jurisdiction and supervising them; functions connected with carrying out the decree on confiscation of enemy property and the National Reconstruction Funds, and with directives altering or extending their functions; liquidating economically undesirable enterprises; planning population resettlement; declarations of important public interest.

Section V/2

Chief: Dr Otakar Kurz.

Functions: Nationalization of enterprises under the jurisdiction of the Ministry of Internal Trade, with the exception of enterprises under the jurisdiction of Section V/5.

Section V/3

Chief: Josef Ullrich.

Functions: Inspection of national administrations of commercial and other enterprises which were appointed by the Ministry of Internal Trade, from an economic, financial, and specialized point of view.

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Section V/4

Chief: Engr Jaroslav Rozekmal.

Functions: All matters affecting national administration of hotels, inns, and other lodging enterprises, especially enterprises classified by existing law in classes A and B, as well as any other institutions engaged to a large extent in tourist and foreign-visitor service, giving administrative and norm suggestions in this field; setting up national administrations in enterprises of nationwide jurisdiction and supervising them; functions connected with confiscation of enemy property where hotels, inns, and other lodging enterprises are concerned, National Hotel Enterprise.

Section V/5

Chief: Dr Karel Hajma.

Functions: Nationalization of enterprises dealing with food products, provisions, and beverages.

Department VI - Foreign Tourist Trade

Chief: Engr Ladislav Herec.

Deputy: Dr Josef Broul.

Section VI/1

Chief: Engr Petr Erml.

Functions: Organizing and coordinating tourist traffic, functions of the Coordinating Commission; tracing and directing activities of organizations dealing with tourist traffic, support of enterprises dealing in tourist trade; information services for the tourist trade; travel agencies in Czechoslovakia and transportation problems concerned with tourist trade; reception service; hotel certificates and vouchers; foreign currency problems connected with tourist trade; cooperation in setting up basic principles for granting visas to visitors from abroad.

Section VI/2

Chief: Engr Ladislav Herec.

Functions: Publicity, publicity plan, utilization of attractions for the tourist trade; publicity material, producing short travel films, slides, photographs, and enlargements; supplying both the local and foreign press with material about the tourist trade; support and contributions to travel agencies for publication of literature; circulating literature to local expositions of tourist attractions, radio; fishing and hunting publicity to increase tourist trade; folklore and national festivals as attractions for the tourist trade.

Section VI/3

Chief: Dr Eduard Brynda.

Functions: Making cultural and natural resources accessible to tourists, planning tourist trade; social and recreational aspects of the tourist trade, in conjunction with the Ministries of Social Welfare and of Education, matters concerned with the National Cultural Commission in Bohemia, Moravia, and Silesia, insofar as they concern the tourist trade; winter sports, tourist and winter sports associations.

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Section VI/4

Chief: Dr Josef Broul.

Functions: Instruction for hotel staffs; classification of housing enterprises; hotel promotion; public assistance to hotels; training young hotel employees; authorizing sales or rentals of hotels and boarding houses.

Section VI/5

Chief: Karel Bina.

Functions: Foreign tourist trade; tourist organization and promotion abroad; representing Czechoslovak interests in international organizations dealing with tourist trade; publicity activities abroad; establishing liaison with travel organizations abroad; making agreements abroad in the field of the tourist trade; information offices abroad; circulating literature to foreign exhibitions and fairs dealing with the tourist trade; following publicity methods used abroad in the tourist trade.

Department VII - Management

Chief: Engr Josef Plihal.

Deputy Dr Josef Vondracek.

Section VII/1

Chief: Dr Vladimir Bernovsky.

Functions: Cooperation in appraising confiscated goods and in matters of supply, supplying the Czech provinces and Slovakia; supervising the flow of goods in a controlled economy, directives for storing and distributing controlled products; control of finished products stored by the manufacturer; control over observation of regulations dealing with supply, directing control agencies concerned with supply matters in Bohemia and Moravia; training control agencies in this field.

Section VII/2

Chief: Dr Josef Vondracek.

Functions: Management of typewriters, calculating and accounting machines, industrial sewing machines, electric stoves (including combination stoves), bicycles, trailers, axles, equipment, and automobile parts supplied by UNRRA; management of watches, alarm clocks, technical stop watches, gold and silver, optical goods, and jewelry; legislative and administrative measures in these fields.

Section VII/3

Chief: Engr Josef Plihal.

Functions: Management of chemical raw materials, semifinished and finished products; legislative and administrative measures in this field.

Section VII/4

Chief: Dr Jan Micek.

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Functions: Management of textiles; points system, including import of controlled textile products; management of cork, linoleum, and cork products; legislative and administrative measures in this field; supervision of the records office and distribution of textiles.

Section VII/5

Chief: Dr Vladimir Prochazka.

Functions: Management of shoes, bicycle tires, tires for wagons, tractors, and trailers; allocation of repair material; registration of tire merchants; distribution of balls used in sports; legislative and administrative measures in this field.

SUBORDINATE UNITS

Central Union of Commerce, Hotels, and Transportation, in Prague

Cable address: Svazobchod

In February 1948, the wholesale-house and export-house economic groups, the Economic Group of Retail Commerce, the Economic Group of Distributors, the Economic Group of Traveling Enterprise, the Central Transportation Federation, the Economic Group of Hospitality Enterprises, and the Economic Group of Spas and Sport Resorts of the Central Union for Tourism were abolished. In their place, specialized federations were established as organizational components of the Central Union of Commerce, Hotels, and Transportation.

Chief: Jan Jirotko.

General Secretariat

General secretary: Dr Milos Patsch.

Deputy: Frantisek Simak.

Organizational Section: Frantisek Simak.

Personnel Section: Antonie Hotova.

Section I

Chief: Dr Alexander Gulich.

Functions: Legislative matters and general legal matters, small-business law policies; taxes, currency, credit, cooperatives, social law and policies.

Section II

Chief: Engr Rudolf Hospodka.

Functions: General matters of internal commercial policy, types of commercial undertakings, price fixing and market regulations; education and training of youth, planning of statistics and research, enterprise accounting, promoting small businesses, quotas; national administrations, traveling enterprise section; transportation; foreign section.

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Section III

Chief: Antonin Skrivanek.

Functions: Economic and financial administration; controls; membership section; funds and endowments; central administration.

Section IV - Central Editorial Office

Chief editor: Alois Krejci.

Specialized Federations of the Central Union of Commerce, Hotels, and Transportation

1. Food Federation

Chief: Emil Pokorny.

Secretary: Antonin Sykora.

Functions: Unifies all food and provision stores.

2. Tobacco Federation

Chief: Jaroslav Pernica.

Secretary: Bohumil Zemlicka.

Functions: Unifies all stores dealing in tobacco and tobacco products.

3. Coal, Wood, and Construction Materials Federation

Chief: J. Weigel.

Secretary: Kvetoslav Stanicek.

Functions: Unifies all businesses dealing in coal, wood, and construction materials.

4. Federation for Iron, Glass, Ceramics, Precision Instruments, Sporting Goods, and Export of Costume Jewelry

Chief: Frantisek Pavel.

Secretary: Engr Jaroslav Nikl.

Functions: Unifies all businesses dealing in iron, glass, metal and metal products, ceramics, porcelain, and costume jewelry.

5. Paper Federation

Chief: Jaroslav Bukovsky.

Secretary: Dr Jaroslav Cimicky.

Functions: Unifies all stores dealing in paper products, office supplies, office machines, and philately.

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6. Technical Goods and Machinery Federation

Chief: Jaroslav Kozak.

Secretary: Jaroslav Houdek.

Functions: Unifies all businesses dealing in technical and industrial goods, machinery, bicycles, sewing machines, agricultural machinery, and precision machinery.

7. Motor Vehicles and Fuels Federation

Chief: Vojtech J. Kotik.

Secretary: Dr Rudolf Poche.

Functions: Unifies all businesses dealing in motor vehicles, parts, tires, motor fuels, petroleum products, and all garages.

8. Federation for Electrical, Radio, and Household Equipment

Chief: Engr Frantisek Husek.

Secretary: Stanislav Valenta.

Functions: Unifies all furniture stores, all radio stores, and those dealing in household equipment, baby carriages, electrical and lighting supplies, musical instruments.

9. Drugstore Federation

Chief: Jiri Tichy.

Secretary: Jan Lekes.

Functions: Unifies all stores supplying drugs, medicines, physicians' and hospital supplies, photographic and motion-picture supplies, soap products, and perfumes.

10. Precious Metals Federation

Chief: Emanuel Fuchs.

Secretary: Dr Miroslav Stary.

Functions: Unifies all businesses dealing in precious metals, their products, precious stones, clocks, and antiques.

11. Textile Federation

Chief: Miroslav Klicka.

Secretary: Vilem Kostlivy.

Functions: Unifies all businesses dealing in textiles and sporting goods.

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12. Federation for Leather, Rubber, and Raw-materials Collection
Chief: Rudolf Schiff.
Secretary: Dr Josef Tuska.
Functions: Unifies all businesses dealing in raw hides, leather, saddlers' and cobblers' needs, furs, feathers, shoes, leather goods, collected scrap, used packing materials, and old paper.
13. Federation for Toys and Fancy Goods
Chief: Emil Studnicka.
Secretary: Dr Oldrich Koliandr.
Functions: Unifies all businesses dealing in toys and fancy goods.
14. Federation of Booksellers, Publishers, and Dealers in Art Objects
Chief: Rudolf Rejman.
Secretary: Jindrich Frantisek Isoz.
Functions: Unifies all businesses dealing in books, sheet music, and art objects, as well as lending libraries and publishing houses.
15. People's Entertainment Federation
Chief: Frantisek Bohumir Rak.
Secretary: Dominik Kaiser.
Functions: Unifies all entertainment enterprises.
16. Federation for Agency-Type and Jobber Businesses
Chief: Dr Jan Hanzal.
Secretary: Dr Otakar Vacek.
Functions: Unifies all jobber enterprises.
17. Hostelry Federation
Chief: Frantisek Kristof.
Secretary: Dr Karel Kankovsky.
Functions: Unifies all inns, hotels, lodging enterprises, etc.
18. Transportation Federation
Chief: Vaclav Zalud.
Secretary: Dr Rudolf Cabicar.
Functions: Unifies all private transportation enterprises.

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National Council of Commerce, in Prague

Purpose: The National Council of Commerce is the official commercial agency. It originated as the underground National Committee of Commerce. It unified commercial corporations, societies, and institutions, to protect their economic and professional interests.

Organization: The internal structure is like that of the USO (Ustredni Svaz Obchodu, Central Union of Commerce). The council cooperates with the Ministry of Internal Trade, but is subordinate to the Ministry of the Interior.

Functions: The National Council performs mediation and advisory services for its members in all matters of a general commercial nature, small-business law, and tax questions, as well as in all questions concerned with a controlled economy.

Institute for Internal Trade, in Prague

Chairman: Dr Engr Vilim Sada.

Office Supervisor: Zora Svobodova.

Offices: National economy, private economy, etc.

Functions: Follows the development and status of domestic trade; activities designed to make practical uses of findings; takes part in increasing both wholesale and retail business, improving it when and where needed; supplies the Ministry of Internal Trade with material necessary for the study of individual specialized problems; other matters concerned with internal trade.

Printing and Publishing Association of Czechoslovak Commerce, in Prague

Purpose: To provide Czechoslovak commercial enterprises with specialized literature and printed matter necessary for the proper fulfillment of all duties arising from a controlled economy, as well as technical texts.

Central Office of Czechoslovak Chambers of Commerce and Small Business, in Prague

Cable address: Ustozek

The Central Office was founded in 1922 as an institution unifying the common work of chambers of commerce and small business. Its members are the following chambers of commerce and small business in Czechoslovakia: Banska Bystrica, Bratislava, Brno, Ceske Budejovice, Hradec Kralove, Cheb, Kosice, Liberec, Olomouc, Opava, Plzen, and Prague.

Committees: Commercial and political, taxation, transportation, social and political, small business, vocational training, etc.

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The committees are composed of specialized referents from all chambers, and are attended by representatives from the central offices as well as by other economic organizations, if necessary. The charter of the Central Office was approved by the former Ministry of Commerce. Ivan Petr is chief of the foreign-trade section, and Vladimir Celakovsky is general secretary.

Chamber of Commerce and Small Business, in Prague

The chamber, as a regional economic corporation based on the "Chamber Law," is concerned with all problems having a direct or indirect influence upon economic life. It submits opinions and suggestions for public administration from a national economic point of view.

Chairman: Josef Jach.

Members: V. Kejžana, R. Rejman, and Dr V. Sada.

Directors: Dr Marcel Hanke and Dr Jaromir Lukavsky.

Section I - Planning

Functions: Carrying out directives of nationwide planning in the area of the chamber's activities; collecting material for working out regional plans; controlling the fulfillment of established plan goals and removing obstacles; records and statistics of the fulfillment of planned goals in economic units.

Section II - Small-Business Law

Functions: Defining small-business procedures and supplementary norms; solving questions of small-business law; expert cooperation in preparing bills, regulations, and announcements within the realm of small-business law; reforms of small-business procedures; courses of instruction in small-business law; examinations for small retail businesses; planning a network of small-business enterprises.

Section III - Legal and Judicial

Functions: Commercial legislation; company laws, customary commercial procedures; cooperative law; civil rights; competition; settlements; arbitration rulings; lay judges, legal experts; stock-exchange matters; brand names and hall-marks; protection of small-business proprietary rights (sample, trade-mark, and patent law, unfair competition, copyrights; agency for the protection of trade-marks of enterprises in the chamber's area; trade-marks for international protection; registration of trademarks of foreign enterprises in Czechoslovakia; appointment of experts in disputes over samples.

Section IV - Finance and Taxation

Functions: Direct and indirect taxes, fees and payments for official services; financing of local administration; currency; supply procedures; suggestions for further financial and taxation policies; cooperation in the financing of local administration and in extending credit to economic undertakings; organization of finance and insurance.

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Section V - Transportation

Functions: Solution of transportation problems in the chamber's area, in conjunction with nationwide problems of transportation policy; cooperation in the preparation of legislative measures of nationwide significance in the realm of transportation law and of tariffs, through the Transportation Commission of the chambers of commerce, associated corporations, and the Transportation Committee, as well as cooperation in setting up road and rail transportation timetables; advice and information in transportation and tariff matters; transportation by rail, road, air, and water, the mails; dispatching; public warehousing; transportation insurance, transportation training.

Section VI - Social and Political

Functions: Participation in solving social and political questions, especially those concerned with economic expansion in the chamber's area; sociological research; national insurance; training requirements of the labor market; matters concerned with wage policies in cooperation with the labor protection office, following questions of housing welfare and of small-business operations, participation in solving labor-law problems, employees' health; accident prevention; social welfare, participation in adjusting business and working hours.

Section VII - Commercial and Political

Functions: Internal trade policies; following questions of production, distribution, and consumption policy; foreign-trade policy; following questions of foreign trade in relation to enterprises in the chamber's area; checking certificates of the origin of commercial accounts; customs and consular invoices; making out documents and statements for liaison with foreign countries; checking and corroborating documents according to customs laws; information on commercial demand and on credit, expositions and trade fairs, research on foreign markets; maintenance of export and import card indexes, and publication of regular economic reports.

Section VIII - Vocational Training

Functions: Consistent efforts toward increasing the technical level of vocational training in production and distribution, especially training in basic specialized schools, supervising records of educational conditions; final apprenticeship examinations, granting apprentice and journeyman diplomas, helping define educational fields, arranging teaching material to be used in basic specialized schools, apprentice homes, theoretical and practical support for special education, cooperation with vocational guidance centers.

Section IX - Prices

Functions: Following problems of price policies, development of prices; analyses of calculations, study of relationships that affect price formation, price comparisons, helps determine profit increases and business scope.

Section X - Tourist Trade

Functions: Determining and improving conditions for the tourist trade, particularly with a view to local possibilities, encouraging organizational and publicity activities.

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Section XI - Improvements

Functions: Efforts to increase the technical level of workers; putting emphasis on cultural importance of manual labor; creating a proper perspective of the creative values of industrial and artisan production; efforts to revive unused production techniques; new methods of publicizing quality of production; introducing higher standards of quality of production by means of educational programs among the people; cooperating with others in research, production, and distribution; urbanization of the countryside and settled areas; displays and expositions.

Section XII - Management

Functions: Participating in drives to save material in enterprises within the chamber's area.

Associated Institutions

Institute for the Improvement of Small Business of the Chamber of Commerce and of Small Business, in Prague

Functions: Technical and economic advice; enterprise management; specialized educational activities (lectures, courses, master-worker examinations); study and planning activities; support of home-industry production; encouraging quality of service and production; encouraging creativeness and inventions; experimentation and testing in commercial, handicraft, and industrial small businesses; mechanization of production; small-business expositions.

Artistic and Industrial Museum of the Chamber of Commerce and Small Business, in Prague

Sections: Collection; international collection of new, high-quality products; international collection of contemporary literary art; library; exposition section; contests; liaison abroad; counseling section; publications.

Functions: Supporting quality production and artistic industries by means of art collections, expositions, lectures, advice, organizing contests, and sending young artists into the field; also by means of one of the largest public libraries of a specialized nature, which contains more than 40,000 volumes.

Technical Institute of the Chamber of Commerce and Small Business, in Prague

Functions: Solving regional technical and construction problems, especially in regard to industrial undertakings (studies, evaluations, contests); the expansion of land and water communications, of electrical and gas plants, and of pollution prevention in public streams; protecting small-business and industry when waterway-construction projects are planned; standardization of products and production techniques, research on working space and equipment in industrial enterprises; evaluation of industrial production; documenting quality production.

Mixed Chambers of Commerce Attached to the Chamber of Commerce and Small Business, in Prague

The following mixed chambers of commerce, established under the patronage of the Prague Chamber of Commerce and Small Business, have their offices in the same building as the Prague Chamber. Czechoslovak-US Chamber of Commerce, Czechoslovak-French Chamber of Commerce, Czechoslovak-Swiss Chamber of Commerce.

These mixed chambers of commerce are designed to support and extend economic relations between the countries or areas for which they were established.

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Branch of the Prague Chamber of Commerce and Small Business, in Pardubice

District: Pardubice, Chrudim, Vysoke Myto, Chotebor, Policka, Litomysl, Usti nad Orlici, Lanskroun, Caslav, and Havlickuv Brod okreses.

Functions: Following general economic affairs of the region; small-business law; transportation; social and political questions; market demand; participation in final apprentice examinations; price counseling; participating in setting up local associations for foreign tourist trade in the region; management activities; close cooperation with the East Bohemian National Economic Institute; Institute for the Promotion of Small Business in Pardubice.

District: Pardubice, Chrudim, Vysoke Myto, Chotebor, Policka, Litomysl, Usti nad Orlici, Lanskroun, Caslav, and Havlickuv Brod okreses.

Functions: Following general economic affairs of the region; small-business law; transportation; social and political questions; market demand; participation in final apprentice examinations, price counseling; participating in setting up local associations for foreign tourist trade in the region; management activities; close cooperation with the East Bohemian National Economic Institute; Institute for the Promotion of Small Business in Pardubice.

Chamber of Commerce and Small Business, in Plzen

Cables address: "OZKa Plzen"

Board of Directors

Chairman: Engr Alois Smola, owner of the Ferrotechna firm in Plzen.

Vice-Chairmen: Rudolf Ctrnact, director of the Trade Cooperative in Plzen; Dr Alois Dvorak, director of the savings bank of the city of Plzen; Eduard Kotora, owner of the electrical engineering plant in Plzen.

Secretariat

General Secretary: Dr Emil Zachystal.

Secretaries: Dr Vratislav Horak, Dr Jaroslav Frach, Dr Jan Vesely, Engr Karel Weber, Dr Jan Chum.

Senior Directors: Vojtech Hruby, Karel Kutilek, Rudolf Smocek, and Frantisek Vlasak.

Sections

Legal, taxation; small business, transportation, social; political; planning; price and supply; metals management, foreign trade, vocational training; small-business registry, commercial registry; registry office for trademarks and samples, accounting office; library.

Associated Institutions

Institute for the Promotion of Small Business, in Plzen

Cooperative for the Purchase of Machinery for Small Businesses

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Chamber of Commerce and Small Business, in Cheb

President

Josef Lelek.

Presidium Members

Frantisek Picha, first secretary of the Kraj Cooperative Council, Karlovy Vary.

Josef Verner, director of the Policky National Enterprise, Karlovy Vary.

Secretariat

Presidium Section:

Functions: Managing the secretariat (membership of the chamber in other corporations and institutions, personnel and economic matters of the chamber, administrative and personnel management of associated institutions, as well as defense management and economic policy).

.. General Secretary: Dr Jaroslav Rataj

Group P/1 - Cashier

Group P/2 - Accounting Office

Group P/3 - Economic Management and Library

Group P/4 - Application Office and File Room

Section I - Small-Business Law

Functions: Carrying out and interpreting commercial regulations and related laws.

Referent: Dr Karel Weger

Group I/II - Register of Small-Business Licenses

Section II - Private Law

Functions: Private law counseling, legal experts; appointing managers of enterprises and inspectors of joint-stock and limited-liability companies; protection of small-business property; unfair competition, general administrative and constitutional law

Secretary: Dr Karel Korecky.

Group II/1 - Registration Office for Trademarks and Samples for Registered Firms, and for Listing Patents

Section III - Social and Political

Functions: Labor law; social policy

Referent: Dr Josef Cisarhauzl

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Section IV - Commercial and Political

Functions: Export and import.

Chief: Jaroslav Wuertherle.

Group IV/1 - Certification of the Origin of Products and Confirmation of Invoices

Section V - Taxes and Fees

Functions: Tax and fee advice office.

Secretary: Dr Karel Korecky.

Section VI - Transportation

Functions: Transport and tariff counseling office; problems of rail, highway, air, and water transportation; certification of necessity of foreign travel.

Director: Miloslav Ulc.

Section VII - Supply and Prices

Functions: Management directives; iron supply, control of power management; setting price levels and price policies.

Director: Miloslav Ulc.

Section U: Vocational Training:

Functions: Apprentice affairs; specialized examinations of apprentices; other examinations; apprentice exhibitions.

Referent: Dr Josef Cimrhanzl.

Group U/1 - Application and file room

Group U/2 - List of Apprentices

Group U/3 - Apprentice Examinations

Group U/4 - Statistics and Research

Chamber of Commerce and Small Business in Cheb, with Branch in Karlovy Vary

Functions: Certificates of origin of products; confirmation of export accounts, excerpts from the small-business register and the commercial land register; arranging liaison with the chamber.

Associated Institutions

Institute for Promoting Small Business, of the Cheb Chamber of Commerce and Small Business in Cheb

Functions: Small-business promotion, including lectures, educational courses, masters' examinations, counseling and research, and publicity and support for small business undertakings and home industry

Director: Engr Stanislav Cizek

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Public Testing Institute for Textile Goods, of the Cheb Chamber of Commerce and Small Business

Functions: Counseling and research, especially in the field of the textile industry; testing textile products; special educational courses on textiles.

Director: Engr Stanislav Cizek.

State Specialized School for the Porcelain Industry (maintained by Vary/Rybare the Cheb Chamber of Commerce and Small Business), in Karlovy Vary/Rybare

Director: Engr Miroslav Petru.

Pattern Office of the Cheb Chamber of Commerce and Small Business in Karlovy Vary

Functions: Permanent exposition of patterns and samples of export products of Czechoslovak industry.

House of the Erzgebirge Toy Industry in Hora Svate Kateriny (temporarily closed)

Chamber of Commerce and Small Business, in Hradec Kralove

Presidium

President: Jaroslav Ranus

Vice-Presidents: Karel Alois Prochazka; Rudolf Spicar; Frantisek Valenta; Dr Josef Nosek; Josef Lenfeld.

General Secretary: Dr Jaromir Tobias.

Deputy: Dr Oldrich Cisar.

Institute for Promoting Small Business

Director: Engr Karel Pulpan.

Chamber of Commerce and Small Business, in Liberec

The Chamber of Commerce and Small Business in Liberec serves the following okreses: Bilina, Broumov (except for the court district of Police nad Metuji), Decin, Duba, Duchcov, Frydlant, Jablonec nad Nisou, Jablonne v Podjestedi, Liberec-urban, Liberec-rural, Ceska Lipa, Litomerice, Rumburk, Sluknov, Teplice, Trutnov (except for the court district of Upice), Usti nad Labem, Varnsdorf, Vrchlabi, and the court districts of Cesky Dub and Rokytnice nad Jizerou, a total area of 6,111 square kilometers, with a total population of 616,126.

Administration

Acting Vice-President: Karel Trunecek.

Vice-Presidents: Bohumil Havelka, secretary of the KRD (Kraj Council of Cooperatives) in Liberec; Slavos Koudelka, director of the agricultural cooperative in Hradec nad Nisou; Frantisek Kubant; Vaclav Nydrle, kraj secretary of the Kraj Trade-Union Council in Liberec; Dr Ladislav Rejman, lawyer in Liberec.

General Secretary: Dr Stanislav Solta

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Associated Institutions

Institute for Promoting Small Business

Director: Engr B. Bohun.

Research Institute for Textiles and Conditioning, Liberec

Chamber of Commerce and Industry, in Ceske Budejovice

Chairman of the Action Committee: Bedrich Spicka, manager of the Narodni Podnik Pencil Factory in Ceske Budejovice.

Members of the Committee: Richard Bouska, accounting and auditing office in Tabor; Otto Kudlik, senior director of the agricultural cooperative in Ceske Budejovice; Vaclav Moravek; Antonin Reer, warehouseman of the "Fovnost" consumer cooperative in Ceske Budejovice.

Officials: Dr Josef Mikulik, deputy secretary general of the Chamber of Commerce; Dr Karel Svoboda, secretary of the chamber; Dr Miroslav Gruendl, secretary of the chamber; Rudolf Dolezal, secretary of the chamber; Lubor Malik, referent.

Chamber of Commerce and Small Business, in Brno

Governmental Commissar: Dr Mirko Soucek, senior departmental counselor of the Ministry of Internal Trade.

Presidium

Acting Vice-President: Josef Holubec.

Members: Frantisek Mojzis; Oldrich Machacek; Ladislav Vacarda; Dr Jindrich Mayer.

Secretariat

General Secretary: Dr Jindrich Mayer.

Secretaries: Dr Milos Vesely; Dr Frantisek Stupka; Dr Arnost Urban; Dr Jan Bobek.

Associated Institutions

The Commercial Academy and Commercial School of the Brno Chamber of Commerce and Small Business

Director: Engr Jaroslav Voda.

Hotel School of the Brno Chamber of Commerce and Small Business

Director: Engr Jaroslav Voda.

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School of Druggists of the Brno Chamber of Commerce and Small Business

Director: Engr Jaroslav Voda.

School of Slavonic Languages of the UNNRA Commercial Academy in the Brno Chamber of Commerce and Small Business

Director: Engr Jaroslav Voda.

Public School of Industrial Art of the Brno Chamber of Commerce and Small Business

Director: Zdenek Juna.

The Moravian Industrial Art Museum of the Brno Chamber of Commerce and Small Business

Director: Dr Vaclav Richter.

Chamber of Commerce and Small Business, in Olomouc

President: Emanuel Vojar, director of the Land Institute in Olomouc.

Vice-Presidents: Jan Kucera, Frantisek Dvorak, Frantisek Latal.

Plenipotentiary of the Kraj Action Committee of the National Front:
Dr. B. Sumbera.

General Secretary: Alois Kamas, commercial policy, planning.

Deputy: Josef Radocha, chairman of the employee council, financial and tax referent.

Secretaries: Dr Antonin Berka, social and political referent; Dr Vaclav Duda, transportation referent.

Deputy Secretary: Dr Jan Suchanek, small-business referent.

Office of Commercial Enterprises, Tourism, and Foreign Tourist Trade: Karel Skacel.

Accounting office: Bozena Mrackova.

Treasury: Vlastimil Sisak.

Apprentice Register: Antonin Mnozil.

Deputy: Karel Svec.

Testing Section: Antonin Mnozil.

Export Section: Vaclav Geisler.

Librarian: O. F. Babler.

Press and Expositions: Bohuslav Smejkal.

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Trade-Marks: Vladimir Misauer.

Commercial Register: Marie Majerova.

Statistical Department: Marie Nemcova.

Protocol: Jaroslav Bartonek.

Management of Iron and Metals: Jiri Weinberger.

Assistant in Charge of the Chamber in Uherske Hradiste: Josef Fiser.

Chamber of Commerce and Small Business, in Opava

Department I deals with basic questions of economic policy, economic planning, and internal administration of the chamber.

Department II deals with the following specific matters:

Commercial and industrial policy, (industrial and foreign-trade sections); small-business law; taxation and finance; transportation; general legal questions; social policy; planned economy and price policy; vocational training section.

Department III is an institute for promoting small business. In addition to internal administration, its functions cover the following: office for promoting small business, office for special promotion activities, and a section for counseling and research.

The chamber's jurisdiction is unchanged since the original law on chambers of commerce, according to which the following districts are served by the Opava Chamber of Commerce and Small Business: Bilovec, Bruntal, Jesenik, Frystat, Krnov, Opava-Urban, Opava-Rural, and Cesky Tesin. After World War I, Hlucin was added to these areas.

The basic activity of the Chamber of Commerce, established by the Chamber of Commerce Law of 1868, has been extended and enlarged by subsequent laws and regulations. The over-all administration of the chamber and the subdivision of it into individual departments and sections have been arranged according to actual needs, present economic conditions, and contemporary assignments.

The president of the chamber and two presidium members are now appointed by the Ministry of Internal Trade, from representatives of parties of the National Front, of commercial small-business and industrial circles, of the Central Trade-Union Council, of the United Federation of Czech Farmers, and of the people's local administration.

The internal organization of the chamber is divided into three departments.

Chamber of Commerce and Industry, in Bratislava

Administration: Board of Directors, headed by Dr Dalibor Hanes, government commissar.

General Secretary: Engr Vladimir Kralicek

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Functions: Protecting the interests of commerce, industry, and small business; functions which are performed in the Czech provinces by the Federation of Commerce, Industry, and Trades.

Chamber of Commerce and Industry, in Kosice

Presidium

Government Commissar: Engr A. Kabos

General Secretary: Engr B. Solc.

Auxiliary Offices

Applications Office: Muskova.

Accounting Office: Repas.

Treasury: Muskova.

Dispatching Office: Sikova.

Documents Office: Gaspar.

Library: Dr Marencin.

Economic Administration: Repas.

Combined offices:

- I. Industrial section: Senior Secretary, Dr V. Marencin
- II. Trades section: Secretary, G. Plavka
- III. Internal-trade section: Referent, Grega
- IV. Foreign-trade section: General Secretary, Engr B. Solc
- V. Foreign tourist trade exposition and fairs section: Secretary, Engr M. Gracikova
- VI. Transportation section: Director, L. Repas
- VII. Legislative and legal section: Senior secretary, Dr V. Marencin
- VIII. Social and political section: Senior secretary, Dr V. Marencin
- IX. Taxation and finances section: General secretary, Engr E. Solc
- X. Statistical and planning section: Secretary, G. Plavka
- XI. Small-business registry section: Director, V. Frys
- XII. Apprentice section: Senior secretary, Dr V. Marencin
- XIII. Economic reporting section: Secretary, Engr M. Gracikova
- XIV. Small-business law section: Secretary, A. Mochnay
- XV. Trade-mark and sample section: Secretary, G. Plavka
- XVI. Cooperative affairs section: Referent, Grega

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Provincial Institute for Small-Business Promotion, in Brno

The purpose of this institution is to raise the level of commercial enterprises from the points of view of specialized education and industrial shop counseling, through loans of machine shops and tools, expert evaluations, tests of products and research activities, supervising master's examinations, expert, operational, commercial, and small-business law counseling, care and support of Moravian home-industry production, etc.

Its area of jurisdiction is Moravia, while Silesia is under the Institute for Small-Business Promotion in Opava. The Machinery Procurement Cooperative in Brno, which is part of the Institute, is an executive agency for procuring cheap loans for equipment.

In matters of promoting home-industry production, the institute works in close cooperation with the branch of the Central Office of People's Artistic Production in Brno.

Central Federation for Foreign Tourist Trade, in Prague

The Federation is an obligatory organization of all tourist enterprises (hotels, inns, lodging enterprises, spas, sanatoriums, and sporting centers). It concerns itself with the economic organization of tourist travel in Bohemia and Moravia, submits reports and proposals which deal with the economic organization of such trade, and is entrusted with the organization of local and regional groups promoting tourism.

Agencies of the Federation: The presidium, headed by the director and his deputies, the presidium committee, special commissions, and, at present, the action committee.

Office of the Federation

General Secretary: Dr Karel Seget.

Legal, Cultural, and Planning Office: Josef Hoda.

Information, Press, and Economic Office: Dr Karel Klika.

Publicity: Augustin Drnec.

Organizational and Financial Office: Jiri Krupicka.

Czech Tourist Club, in Prague

The purpose of the Czech Tourist Club is to acquaint people with the Czechoslovak Republic, to improve tourist trade, to establish liaison with related tourist organizations, and to promote all forms of travel. The club was founded in 1888 by Vojta Naprstek. It has over 370 branches in all cities and large towns of Bohemia, Moravia, and Silesia, with a total membership of over 50,000. The club, by cultivating and supporting all forms of tourism, works toward the social and cultural improvement and recreation of the people, establishes tourist huts, shelters, trails, and hostels, maintains memorials, marks trails, etc. It publishes its own periodical.

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Central Committee

Chairman: Dr Pavel Pasek.

Office director: Jan Petrak.

Secretary: Antonin Cerny.

Commissions of the Central Office

Legal

Chairman: Dr Ed. Brynda.

Technical

Chairman: Engr Karel Kozak.

Skiing

Chairman: B. Ihotsky.

Press

Chairman: Dr Karel Hlavka.

Cycling

Chairman: Jiri Brett.

Film and Amateur Photography

Chairman: Dr J. Lucek.

Tourism and Trail Marking

Chairman: Dr V. Benda.

Youth

Chairman: Dr J. Drabek.

Aquatic

Chairman: Engr Emil Lasek.

Mountain Climbing

Chairman: Dr Josef Dostal.

Memorials and Decoration

Chairman: Dr R. Kettner.

Huts

Chairman: Dr Josef Hrabec

Oblast Information Offices

Usti nad Labem, Liberec, Karlovy Vary, Pilsbava, Brno, Ostrava, Zlin.

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Czechoslovak Tourist Society, in Prague

Organization: Central office in Prague, regional organizations, local groups, information offices. The organizational structure enables the incorporation of whole groups into the society.

Departments: Cycling; philately, amateur photography and motion pictures, skiing; physical training, and civics.

The society publishes the monthly periodical Ceskoslovensky Turista (Czechoslovak Tourist).

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